

# LANCE RAMIREZ

Springfield, Missouri 65806 605-850-1563 lanceramirezz21@gmail.com

## PROFESSIONAL SUMMARY

Reliable candidate ready to take on challenges using problem-solving and task prioritization skills to help team succeed. Excited about opportunity to take next career step.

## SKILLS

- Table Bussing
- Supply Restocking
- Safe cleaning with chemicals
- Attention to detail
- Headlight restoration
- Order Management
- Food inspection
- Engine Cleaning
- Stain removal
- Odor elimination
- Beverage Preparation
- Customer Service
- Vehicle transport
- Exterior detailing

## EXPERIENCE

### Server

Steak N Shake | Springfield, Missouri 1550 S Glenstone Ave

October 2023 - February 2024

- Communicated professionally with customers, colleagues and supervisors.
- Delivered food and beverages promptly to customers.
- Explained details for new menu items and daily specials.
- Listened to guest needs and responded promptly for personalized service.
- Followed safety, sanitization and food handling guidelines.
- Processed credit card transactions, gift cards and cash payments.
- Took accurate notes detailing customer orders.
- Assigned and arranged tables for large groups.
- Memorized menu additions, changes and limited offerings.

### Car Lot Attendant

November 2021 - September 2022

Corwin Dodge of Springfield | Springfield, Missouri

- Guided vehicles into and through parking lot to correct spaces.
- Conducted regular inspections of vehicles to ensure cleanliness and maintenance needs were met.
- Cleaned vehicle interiors and exteriors, ensuring polished appearance for customer satisfaction.
- Coordinated with sales and service departments to ensure timely movement of vehicles between areas.
- Installed license plates on newly sold vehicles according to dealership policies.

## EDUCATION

### High School

Buffalo High School, Buffalo, Minnesota

November 2021

## LANGUAGE

### Spanish



Advanced

### English



Native